

BIEN Volunteer Recruitment Report  
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Submitted by Leah Hamilton, BI News and Volunteer Recruitment Manager

Since assuming the role of BI News and Volunteer Recruitment Manager in Fall, 2018, I have implemented a simplified format for fielding volunteer inquiries. Rather than contacting the individual workgroup chairs, volunteer inquiries now come through the Recruitment Manager via a single Google Form. I then screen applications and refer volunteers to the appropriate working group head. Through this process, I can ensure that each volunteer is fully utilized and has a single point of contact for questions or concerns. In the past year, with the assistance of Malcolm Torry and the rest of the Executive Committee, I have also implemented a formal volunteer agreement, which covers volunteer duties and legal language regarding confidentiality and conflict resolution.

Since the fall of 2018, I have fielded inquiries from 43 potential volunteers. Most of these volunteers were interested in contributing to BI News, but a handful have been interested in helping with social media, research, fundraising, and website support. BI News has an established and effective procedure for onboarding volunteer writers. Other workgroups, especially Social Media, are currently establishing similar procedures so that skilled volunteers can be fully utilized while protecting the interests of BIEN.

The greatest area for development for this role is volunteer engagement. Of the 43 volunteer inquiries in the past year, less than 5% go on to become active contributors to our work. In some ways, this is to be expected, but there may be some ways to better engage and retain volunteers. If re-elected, this will be my primary goal in the upcoming year.